



About the Congressional Achievement Award

The Congressional Achievement Award for Outstanding Students in Career and Technical Education is a nominations-based program designed to recognize the exceptional efforts of students studying trades-focused Career and Technical Education skills within the 31st Congressional District of Texas. Nominated Students are well-rounded individuals demonstrating a thorough knowledge of their chosen trade.

The 2018 CTE honorees will be announced and recognized by Congressman John Carter at a special ceremony on April 28, 2018.

Eligibility Requirements

- Students must **currently** reside in the 31st Congressional District of Texas. To verify, please visit www.house.gov and enter the student's ZIP code in the box entitled "Find Your Representative."
- Students must be currently enrolled in a Career and Technical Education trade course
 - Example: Construction, health or pharmacy tech, electrical, cosmetology, trades that do not require a four-year degree.
- Students must not have a criminal record.

Nomination Instructions

Please send the following items, in one cohesive package, **in the order listed**, to Shannon Black via email at Shannon.Black@mail.house.gov by **Friday, March 23, 2018**:

- This Nomination Form, completed in its entirety.
- A 1 page letter, addressed to Congressman John Carter, which details why you believe the nominee should receive the 31st District's Congressional Achievement Award. The letter should contain as much information as possible about the student's outstanding works and efforts in the classroom, as well as their community and extracurricular involvement.
- A professional cover letter and resume, no more than one page each.
- A current, school-approved, photo of the student. Preferably a yearbook photo.
- A max of three additional recommendation letters, one page each.
- Please limit your nomination packet to **three** 8.5x11" pages of supplemental materials. **Copies** of photos, other awards, news clippings and other two-dimensional evidence which helps you to tell the story of the student's success in Career and Technical Education trades fields. *These items are considered supplemental and are not required*; should you choose to submit them, do not submit originals as they will not be returned.
- Signed and dated Student Press and Privacy Release Form

Nominator Information

**Note: Self-nominations are accepted.*

Full Name	School/Position	
Street Address		
City	State	Zip Code
Phone	Email	
Relationship to Nominee		

Nominee Information

**Note: Nominees will be contacted by the Congressional office if selected as an award recipient. At that time, additional data may be requested.*

Student Name	Grade	
Name as it should appear on Award		
Street Address		
City	State	Zip Code
Phone	Email	
Parent Name	Parent Phone (Work or Cell)	
High School Student Attends		

Certification of Nomination

I, _____, have completed this form in its entirety and can attest to the accuracy of its contents. It is my privilege to nominate _____ for the 31st District of Texas' Congressional Achievement Award. Additionally, I understand that if my nominee is selected as an award recipient, any announcement to the news media will be made by Congressman Carter only.

Signature of Nominator: _____ Date: _____